

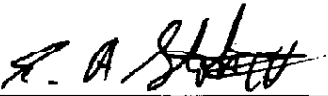
**MEMORANDUM OF AGREEMENT  
BETWEEN**


**DEFENSE COMMISSARY AGENCY (DeCA), VIRGINIA BEACH, VIRGINIA**

**And**

**PATRICK AIR FORCE BASE  
QUALIFIED RECYCLING PROGRAM (QRP)**

**May 2000**

  
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E. ALEXANDER STOKES III  
*15 May 2000*  
\_\_\_\_\_  
Date

  
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JIMAYE H. SONES, COMPTROLLER  
*5-24-00*  
\_\_\_\_\_  
Date

**45 CIVIL ENGINEER  
ENVIRONMENTAL FLIGHT  
1224 Jupiter Street  
Patrick AFB FL 32925-3343  
Telephone: 407-494-9268  
Fax: 407-494-5965  
DSN 894-9268**

COMMAND/ACTIVITY POINTS OF CONTACT:  
DEFENSE COMMISSARY AGENCY EASTERN REGION  
ATTN: MARIAN K. EDLOW, RDRB 5151 BONNEY ROAD SUITE 201  
VIRGINIA BEACH, VIRGINIA 23416-4314

DEFENSE COMMISSARY AGENCY, PATRICK AFB, FL

Name/Title: DONALD F. PRUITT  
Store Director  
Address: 1225 South Patrick Drive  
Patrick AFB, 32925  
Telephone: 321-494-4060 ext. 3025

ENVIRONMENTAL FLIGHT, PATRICK AFB, FL

Name/Title: E. ALEXANDER STOKES III, Chief, Environmental Flight  
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1225 Jupiter Street  
Patrick AFB FL 32925-3343  
Telephone: 321-494-7288

Name/Title: R. MICHAEL WILLARD, Chief, Compliance Flight  
Telephone: 321-494-9271

Name/Title: WAYNE H. NEVILLE, Recycling Program Manager  
Telephone: 321-494-9268

#### INTRODUCTION:

The parties to this agreement are the Defense Commissary Agency, Eastern Region, with Commissary located at Patrick AFB, Florida and the Patrick Air Force Base Qualified Recycling Program (QRP)

This service agreement is based on Presidential Executive Order (EO) 13101, Department of the Air Force policies regarding recycling as identified in AFI 32-7080 and Qualified Recycling Program (QRP) Development Guide, as well as Federal and State regulations. This agreement delineates the recycling responsibilities of both parties and identifies recycling support services to be provided by the Patrick AFB Recycling Program which is a Department of the Air Force Qualified Recycling Program.

It is recognized by both parties that each activity is responsible for ensuring that adequate recycling services are provided to meet the needs of the activity. Both parties also recognize that they are responsible for ensuring all personnel carry out their responsibilities for effecting proper recycling management within the framework of all applicable federal, state, and local law, executive orders,

Department of the Air Force policies, and local procedures. The purpose of this agreement is to establish the scope of services to be provided and to develop respective responsibilities.

The Defense Commissary Agency (DeCA) desires to take part in the Patrick AFB Recycling Program to maintain compliance with the aforementioned policies. In addition, DeCA desires to take full advantage of the Air Force's ability to conduct direct sales of recyclables, and to receive the proceeds from recyclable materials via direct sales.

## AGREEMENT

We hereby agree that the responsibilities for recycling program management services are as follows:

### 1.0 PATRICK AFB, QUALIFIED RECYCLING PROGRAM (QRP):

- a. The 45 CES/CEV shall arrange for the proper disposition of DeCA generated cardboard via direct sales.
- b. The 45 CES/CEV shall forward **60%** of the proceeds generated from DeCA cardboard sales via DD 1131, cash collection voucher, to DFAS to the account 97X8164 6400 46073 33181 LPAE07 C00000 2000CBC914LPAE.
- c. The 45 CES/CEV shall provide copies of documentation from the sale of cardboard, including weights, to the DeCA Recycling Manager.
- d. The 45 CES/CEV shall develop a military and civilian staffing plan to accomplish the assigned duties as outlined in this agreement.
- e. *The 45 CES/CEV shall establish QRP collection points and schedules with DeCA buildings.*
- f. The 45 CES/CEV shall develop a tracking system for monitoring recyclable materials and maintain copies of all shipping receipts.
- g. The 45 CES/CEV shall provide annual material recycling quantities and sales receipts to the Assistant Chief of Staff for Installations & Environment, for inclusion in the Solid Waste Annual Report submitted to the Patrick AFB Facilities Engineering Service Center.
- h. The 45 CES/CEV shall conduct training for DeCA's Recycling Building Managers.

### 1.1 DEFENSE COMMISSARY AGENCY at Patrick AFB (DeCA):

- a. DeCA shall bale all cardboard and place in storage container provided by the 45 CES/CEV.
- b. The commissary will load the vendor's truck.
- c. DeCA shall notify the Materials Recycling Facility (MRF) at 494-6848 directly when a pick-up is required. The MRF will ensure the contractor vehicle has been weighed before and after pick up of cardboard. Any problems with the cardboard recycling will be addressed to the Recycling Program Manager at 494-9268.

- d. DeCA shall assign in writing a Command/Activity Recycling Manager, with a copy to be sent to the 45 CES/CEV within thirty days of this agreement for the establishment of communications.
- e. DeCA shall ensure all recycling containers and surrounding areas are maintained in a clean, sanitary manner to avoid attraction of rodents and pests.
- f. DeCA shall allow the placement of containers for other recyclables (paper, aluminum, etc.) in Commissary office spaces and common areas such as lunch/break rooms for collection by the QRP. 100% of the proceeds from sales of these items shall be recovered by the QRP.
- g. DeCA shall publicize the QRP by use of posters, bulletin boards, staff meetings, and signs placed at strategically selected locations.

## 2.0 DURATION AND TERMINATION

This agreement is effective upon the date of the last signature until 30 September 2001 when it will be added to the 45th Space Wing/DeCA support agreement. Implementation of this agreement will commence as soon as practicable and with mutual consent of both parties. Either party may terminate the agreement by providing a thirty (30) day written notice of intent.

**MEMORANDUM OF AGREEMENT  
BETWEEN**

DEFENSE COMMISSARY AGENCY (DeCA), VIRGINIA BEACH, VIRGINIA

And

LANGLEY AFB  
RESOURCE, RECOVERY AND RECYCLING PROGRAM (RRRP)

OCTOBER 1999

COMMAND/ACTIVITY POINTS OF CONTACT:  
DEFENSE COMMISARY AGENCY EASTERN REGION  
ATTN: MARIAN K. EDLOW RDRB 5151 BONNEY ROAD SUITE 201  
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LANGLEY AIR FORCE BASE RECYCLING PROGRAM  
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FAX: (757) 764-2677  
EMAIL: HENRY.BRYSON@LANGLEY.AF.MIL

## INTRODUCTION

The parties to this agreement are the Defense Commissary Agency, Eastern Region, with Commissaries located at Langley AFB, Fort Eutis, Fort Monroe, Norfolk Navy Base, Little Creek Naval Amphibious Base, Portsmouth Naval Shipyard and Oceana Naval Air Station, VA.

This service agreement is based on Presidential Executive Order (EO) 13101, Department of the Air Force policies regarding recycling as identified in AFI-32-7080 (Pollution Prevention Program) and AFI 34-204 (Air Force Logistics Support Program), as well as Federal and State regulations. This agreement delineates the recycling responsibilities of both parties and identifies recycling support services to be provided by the Langley AFB Resource, Recovery and Recycling Program (RRRP) which is a Department of the Air Force Qualified Recycling Program (QRP).

It is recognized by both parties that each activity is responsible for ensuring that adequate recycling services are provided to meet the needs of the activity. Both parties also recognize that they are responsible for ensuring all personnel carry out their responsibilities for effecting proper recycling management within the framework of all applicable federal, state, and local law, Executive Orders, Department of the Air Force, policies, and local procedures. Therefore, the purpose of this agreement is to establish the scope of services to be provided, and to develop respective responsibilities.

The Defense Commissary Agency desires to take part in the Langley AFB RRRP to maintain compliance with the before mentioned policies. In addition, DeCA desires to take full advantage of the ability to conduct direct sales of recyclables, and to receive the proceeds from recyclable materials via direct sales.

## **AGREEMENT**

We hereby agree that the responsibilities for recycling program management services are as follows:

### **1.0 RECYCLING PROGRAM MANAGEMENT:**

1. The Defense Commissary Agency at Langley AFB, Fort Eustis, Fort Monroe, Norfolk Naval Base, Little Creek Naval Amphibious Base, Portsmouth Naval Shipyard and Oceana Naval Air Station shall:

- a. Bale all cardboard and place on flatbed trailer provided by the authorized contractor.
- b. Notify the Langley AFB RRRP directly when a pick-up is required, and address all problems to the RRRP.
- c. Assign, in writing, a Command/Activity Recycling Manager with a copy to be sent to the Langley AFB RRRP, within thirty days of this agreement for the establishment of communications.
- d. Sell to RRRP all cardboard recyclables at the percentage stated in paragraph 2(b) of this MOA
- e. Ensure all recycling containers and surrounding areas are maintained in a clean, sanitary manner to avoid attraction of rodents and pests.

2. Langley Resource, Recovery and Recycling will:

- a. Sell all cardboard to a recycling contractor and ensure the contractor retrieves the bales from the DeCA facilities.
- b. Perform periodic weight checks to insure accuracy of contractor scales and weight reporting.
- c. Remit 50% of the gross proceeds generated from DeCA cardboard sales to: U.S. Treasury, Defense Commissary Agency, line of accounting 97x8164.6400 46073 LP AE07 C00000 2000BCC914LP AE on a monthly basis as payment for the purchase of the DeCA cardboard recyclables. RRRP does not incur any additional direct, indirect or administrative costs associated with this MOA.
- d. Provide copies of documentation from the sale of cardboard, including weights, to the Defense Commissary Agency Commands Recycling Manager monthly or on an as-needed basis.
- e. Develop a tracking system for the purpose of tracking weights generated by each commissary.
- f. Provide annual reports of cardboard recycling quantities and proceeds to the Assistant Chief of Staff for Installations and

Environment for inclusion in the Solid Waste Annual Report submitted the Columbus AFB Facilities Engineering Services Center.

## 2.0 DURATION AND TERMINATION:

Implementation of this agreement will commence as soon as practicable and with mutual consent of both parties. The agreement may be terminated by either party upon providing a thirty (30) day written notice of intent. However, if RRRP does incur additional direct, indirect, or administrative costs associated with this MOA, DeCA shall be required to reimburse those expenses to the extent that those expenses exceed RRRP's portion of the gross proceeds, or the MOA will terminate. In the event that the expenses do exceed RRRP's portion of the gross proceeds, RRRP will submit a request for reimbursement to DeCA.

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LINDA P. HAWES,  
Chief, Resource Management Flight

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JIMAYE H. SONES  
Comptroller